



County of Los Angeles CHIEF EXECUTIVE OFFICE

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Chief Executive Officer

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November 6, 2007

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

COUNTYWIDE CLASSIFICATION ACTIONS (ALL SUPERVISORIAL DISTRICTS) (3 VOTES)

IT IS RECOMMENDED THAT YOUR BOARD:

Approve the accompanying ordinance amending Title 6, Salaries, of the County Code to add four (4) new classifications, to change the titles of 18 non-represented classifications in the Chief Executive Office, to delete one (1) non-represented classification, to move two (2) classifications into MAPP, to reclassify 1,679 positions to implement the results of various classification studies, and to make technical corrections.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Your Board of Supervisors (Board) has requested submission of classification letters on a periodic basis throughout the year to facilitate consideration of classification recommendations in a timely manner. Approval of these recommendations will provide the ordinance authority for County departments to implement the classification recommendations in this letter.

"To Enrich Lives Through Effective And Caring Service"

These recommendations will ensure the proper classification and compensation of positions based upon the duties and responsibilities assigned to these jobs as performed by the incumbents (Attachments A, B, and C). This is a primary goal of the County's classification system and a means for the appropriate classification and compensation of the County workforce. Positions reclassified upward, downward and laterally are consistent with the class concepts of the proposed classifications. These actions are recommended based upon accepted principles of classification and are important in addressing departmental operational needs and in maintaining consistency in personnel practices throughout the County. The proper classification and compensation of positions and employees facilitates good business operations and can reduce the number of costly personnel-related problems.

Implementation of Strategic Plan Goals

Approval of the accompanying ordinance will further the County Strategic Plan, Workforce Excellence and Organization Effectiveness Goals, to improve the quality of the workforce, to achieve departmental operational needs, and to maintain consistency in personnel practices throughout the County.

New Classes

Four (4) classes are being recommended for establishment in the County Classification Plan (Attachment A). The Executive Assistant, Citizen's Economy and Efficiency Commission (UC) will direct the operations of the Economic and Efficiency Commission (Attachment B).

In conjunction with the ongoing implementation of the countywide Information Technology (IT) Occupational Study, the three (3) IT classifications encompass the highest level (non-managerial) technical work in the Operating Systems, Network Systems, and Information Systems series. The new classifications will have duties and responsibilities comparable in level and in scope to the existing principal level in the Application Developer series. It is anticipated that these new classes will facilitate the recruitment and retention of critical IT employees and reduce reliance upon contract IT personnel.

Deleted Classes

We are recommending the deletion of 19 vacant and obsolete classifications (18 represented and one non-represented classification) from the County's Classification Plan (Attachment A). Class deletions are consistent with the Chief Executive Office's (CEO's) strategy to reduce the overall number of County classes. The affected departments have been informed of and have consented to the deletions.

Title Changes

Title changes are being recommended for 18 CEO-specific classes to reflect the change in the department name (Attachment A).

Additions to MAPP

We are recommending that the class of Chief Medical Examiner-Coroner, which is currently compensated under the Physician Pay Plan, become part of the Tier I Management Appraisal and Performance Plan (MAPP). This position will also be converted to an unclassified status and compensated as a County officer. In addition, we are recommending that the class of Chief Deputy Director, Health Services, Clinical and Medical Affairs become part of Tier I MAPP. In our judgment, a pay-for-performance plan is a more appropriate means of compensating both of these positions.

Placement of the current incumbents within the new MAPP ranges will be determined by the Chief Executive Office in accordance with the terms of the MAPP authorizing ordinance. Adjustments in actual salary will be made to the extent necessary to provide these individuals with appropriate adjustments commensurate with the adjustments received in 2007 by other MAPP participants.

Reclassifications

There are 14 positions in seven (7) departments being recommended for reclassification as a result of individual position studies (Attachment B). The duties and responsibilities assigned to these positions have changed since the original allocations were made. The positions would be more appropriately classified to the recommended classes.

In addition, we are recommending that all ordinated Clerk positions (1,626) and Typist-Clerk positions (39) countywide be reclassified to the journey-level classifications of Intermediate Clerk and Intermediate Typist-Clerk, respectively (Attachment C). This will provide more flexibility to departments to address their clerical staffing needs.

Technical Corrections

The salaries for two (2) non-represented classes and the effective dates for the new Respiratory Care Practitioner classes as adopted by your Board on April 3, 2007 and May 29, 2007, respectively are being amended to correct typographical errors (Attachment A).

FISCAL IMPACT/FINANCING

The total projected budgeted cost resulting from these actions is approximately \$1.8 million (all funds) with net County cost estimated to be approximately \$500,000. Most of the costs are attributable to the Clerk and Typist-Clerk reclassifications (\$1.5 million total cost and \$300,000 net County cost). Cost increases associated with the upward reclassification actions and compensation changes will be absorbed within the Board's adopted budget for each affected department. No additional funding is required.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The County Charter authorizes the establishment and maintenance of "a classification plan and the classification of all positions." This responsibility is further delineated in Civil Service Rule 5.

Appropriate consultations have been conducted with the impacted employee organizations regarding the recommended classification actions. The accompanying ordinance implementing amendments to Title 6, Salaries, of the County Code has been approved as to form by County Counsel.

The Honorable Board of Supervisors
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IMPACT ON CURRENT SERVICES (OR PROJECTS)

Your approval of these classification recommendations will enhance the operational effectiveness of the departments through proper classification of positions and employees.

Respectfully submitted,



WILLIAM T FUJIOKA
Chief Executive Officer

WTF:DIL:WGL
PHG:VMH:KP:mst

Attachments (3)

c: Director of Personnel
Executive Officer, Board of Supervisors
County Counsel
Auditor-Controller
Affected Departments

ATTACHMENT A

CLASSES RECOMMENDED FOR ADDITION TO THE CLASSIFICATION PLAN

Proposed Savings/ Cafeteria Benefit Plan	Item No.	Title	Salary Schedule & Level
Savings/ Megaflex	1062	Executive Assistant, Citizen's Economy and Efficiency Commission (UC)	N23 R12
Savings/ Megaflex	2594	Principal Information Systems Analyst	NN 101F
Savings/ Megaflex	2561	Principal Network Systems Administrator	NN 101F
Savings/ Megaflex	2552	Principal Operating Systems Analyst	NN 102F

NON-REPRESENTED CLASS RECOMMENDED FOR DELETION

Item No.	Title
8634	Assistant Chief Probation Officer (UC)

REPRESENTED CLASSES RECOMMENDED FOR DELETION

Item No.	Title
6928	Business Machines Technician Supervisor
2846	Captain, Park Ranger Services
6429	Dining Room Server
2666	EDP Senior Tape Librarian
8409	Fine Arts Packer
1952	Intermediate Deputy Field Assessor
2845	Lieutenant, Park Ranger Services
8480	Museum Education Specialist
2842	Park Police Officer, Park Ranger Services
2841	Park Police Officer Trainee, Park Ranger Services
7100	Senior Audio-Visual Coordinator
1957	Senior Deputy Field Assessor
8410	Senior Fine Arts Packer
2844	Sergeant, Park Ranger Services
8413	Supervising Art Preparator
5062	Supervising Hospital Unit Coordinator
1158	Witness Coordinator II
1219	Witness Coordinator Supervisor

NON-REPRESENTED CLASSES RECOMMENDED FOR TITLE CHANGE

Item No.	Current Title	New Title
0827	Analyst, CAO	Analyst, CEO
0826	Associate Analyst, CAO	Associate Analyst, CEO
0819	Chief Program Specialist, CAO	Chief Program Specialist, CEO
0866	Deputy, Chief Executive Officer (UC)	Deputy Chief Executive Officer (UC)
7966	Graphic Artist, CAO	Graphic Artist, CEO
0838	Management Analyst, CAO	Management Analyst, CEO
0814	Management Trainee, CAO	Management Trainee, CEO
7079	Photographer, CAO	Photographer, CEO
0830	Principal Analyst, CAO	Principal Analyst, CEO
0823	Program AID I, CAO	Program AID I, CEO
0824	Program AID II, CAO	Program AID II, CEO
0815	Program Specialist I, CAO	Program Specialist I, CEO
0816	Program Specialist II, CAO	Program Specialist II, CEO
0817	Program Specialist III, CAO	Program Specialist III, CEO
0818	Program Specialist IV, CAO	Program Specialist IV, CEO
0829	Senior Analyst, CAO	Senior Analyst, CEO
7973	Senior Graphic Artist, CAO	Senior Graphic Artist, CEO
0908	Staff Assistant, CAO	Staff Assistant, CEO

**POSITIONS RECOMMENDED FOR SALARY CHANGE AND INCLUSION IN THE
MANAGEMENT APPRAISAL AND PERFORMANCE PLAN**

Item No.	Title	Current Salary Schedule & Level	Proposed New Salary Schedule & Level
4552	Chief Deputy Director, Health Services, Clinical and Medical Affairs (UC)	F	N23 R24
5405	Chief Medical Examiner-Coroner	N19 M14A	N23 R22

TECHNICAL CORRECTIONS

Item No.	Title	Effective Date or Salary Schedule & Level to Correct	Recommended Correction
5590	Lead Respiratory Care Practitioner	04/01/2007 85L	06/05/2007 85L
1685	Principal Deputy Affirmative Action Compliance Officer (UC)	01/01/2008 N23 R11 07/01/2008 N23 R11 01/01/2009 N23 R11	01/01/2008 N23 R11 01/01/2009 N23 R11
5588	Respiratory Care Practitioner	04/01/2007 80L	06/05/2007 80L
5589	Senior Respiratory Care Practitioner	04/01/2007 83L	06/05/2007 83L
0295	Superintendent, Arboretum	01/01/2009 NM 100K	01/01/2009 NM 100J
8816	Superintendent, Bonelli Regional Park	01/01/2009 NM 100K	01/01/2009 NM 100J

RECOMMENDATIONS FOR POSITION RECLASSIFICATION

DEPARTMENT OF BEACHES AND HARBORS

Number of Positions	Present Classification and Salary	Classification Findings and Salary
1	Administrative Services Manager I NN 91A Non-Represented	Administrative Services Manager II NN 94A Non-Represented

The subject Administrative Services Manager I reports to the Head, Management Services and is assigned to the Budget Unit of the Financial Services Section. The subject position is the Budget Officer for the Department and is responsible for planning, directing, and reviewing the work of the Budget Unit. The duties also include establishing budget procedures, resolving budget needs, providing advice and instruction to Division managers, and participating in the development of a cost accounting system.

According to the classification standards, the Administrative Services Manager II provides technical and administrative supervision over one or more teams of subordinates providing budget, personnel, or other administrative services, developing and supervising departmental budget preparation procedures, analyzing budget requests, and supervising and participating in the preparation and justification for the Department's annual budget request. Therefore, upward reclassification is recommended.

DEPARTMENT OF THE BOARD OF SUPERVISORS

Number of Positions	Present Classification and Salary	Classification Findings and Salary
1	Deputy Executive Officer, Board of Supervisors (UC) N23 R12 Non-Represented	Departmental Chief Information Officer I N23 R13 Non-Represented

The Deputy Executive Officer, Board of Supervisors (UC) reports to the Executive Officer, Board of Supervisors and manages information technology (IT) services and procurement for a diverse user base comprised of the County's top executive management, County Commissioners, and ancillary support staff in the Executive Office of the Board of Supervisors. The subject position must manage complex and unique IT requirements specific to each Board office. This necessitates high-level security measures to ensure confidentiality within the Department and between Board offices. Furthermore, the position must ensure that these secure state-of-the-art IT services are available to Board members and their staff at all times.

The complexity and scope of the IT services provided are consistent with the class concept and allocation standards for Departmental Chief Information Officer I which is responsible for ensuring the continuous delivery and operation of integrated business and administrative information systems through management of multiple information and communication systems and projects including voice, data imaging, and office automation. Therefore, upward reclassification is recommended.

DISTRICT ATTORNEY'S OFFICE

Number of Positions	Present Classification and Salary	Classification Findings and Salary
1	Account Clerk II NNV 63C Represented	Accountant II NN 77B Represented

The subject Account Clerk II position is assigned to the Fraud and Corruption Prosecutions Bureau/Fraud Interdiction Program and reports to a Deputy District Attorney IV. The subject position performs professional level accounting and auditing duties that support the prosecution of crimes. In addition, the subject position also performs complex accounting tasks such as conducting audits of public and private corporations and individuals' financial data including checking, savings, investment accounts, and credit card receipts.

The position meets the allocation criteria for Accountant II, a class which performs journey-level professional accounting and auditing work. Therefore, upward reclassification is recommended.

DEPARTMENT OF HEALTH SERVICES – ADMINISTRATION

Number of Positions	Present Classification and Salary	Classification Findings and Salary
2	Contract Monitor NN 70A Represented	Contract Program Auditor NN 86H Non-Represented

The subject Contract Monitor positions are assigned to the Emergency Medical Systems - Ambulance Programs and report to an Emergency Medical Systems Program Head. The subject positions conduct semi-annual audits and inspections of ambulance companies and vehicles to ensure safety and compliance with the California State Health and Safety Code. In addition, the subject positions monitor ambulance companies for contract licensing compliance, assist private ambulance companies with new and renewed license applications, and investigate complaints from ambulance companies and from private citizens regarding medical care provided, billing, and staffing.

The duties and responsibilities assigned to these positions are more consistent with the Contract Program Auditor class concept. Since positions allocated to this class perform program evaluation audits of hospitals, daycare center, and related health facilities, they possess the knowledge and experience necessary to perform the required audits for contract ambulances. Therefore, we are recommending upward reclassification of the positions to Contract Program Auditor.

DEPARTMENT OF HEALTH SERVICES – OFFICE OF MANAGED CARE

Number of Positions	Present Classification and Salary	Classification Findings and Salary
1	Clinical Pharmacist N4W 103F Represented	Pharmacy Services Chief II NW 108J Non-Represented

The subject Clinical Pharmacist position is assigned to the Office of Managed Care's (OMC) Community Health Plan (CHP) and reports to a Medical Director I, M.D. The position is responsible for the management of the CHP Pharmacy Benefit Program and the CHP Pharmacy and Formulary Unit. The specific duties include ensuring compliance with regulatory and contractual requirements for the provision of pharmaceutical services, establishing strategic goals and objectives for the CHP Pharmacy Program, monitoring drug formularies and utilization for the CHP, implementing cost saving strategies, evaluating new medications, providing technical expertise as needed to the Medical Director I and other CHP staff, and developing and implementing unit level policies and procedures.

In recognition of the position's unique responsibility to oversee the CHP formularies comprised of several member pharmacies, we are recommending upward reclassification to Pharmacy Services Chief II.

DEPARTMENT OF PARKS AND RECREATION

Number of Positions	Present Classification and Salary	Classification Findings and Salary
3	Regional Park Superintendent I NN 76K Represented	Regional Park Superintendent II NN 90G Non-Represented

The subject Regional Park Superintendent I positions each report to the Regional Operations Manager, Parks and Recreation and each manages recreational programming, overall facility/grounds maintenance, and daily operations of a large multiple-use regional park.

The first of the three subject positions is assigned to the Kenneth Hahn State Recreation Area and is responsible for the facility and grounds maintenance, daily operations, and cashiering. This facility has significantly expanded with the acquisition of additional land. The second subject position is assigned to the William S. Hart Regional Park, where it has maintenance and security responsibility over a wide variety of facilities including a 1926 mansion, a community room, camping sites, picnic areas, trails, a senior center, the Santa Clarita Historical Society office, an outdoor amphitheater featuring movies and plays, and the 2.5 acre Tesoro Adobe Park located nine miles away. The third subject position is assigned to the Schabarum Park and is responsible for maintenance and oversight of the 640-acre wilderness park which now includes a newly-built amphitheatre and summer concerts.

With the acquisition of additional land, buildings, and capital project improvements, the responsibilities of these subject positions have increased in scope and complexity. The level of responsibilities as described above is consistent with the Regional Park Superintendent II classification standards. Positions allocated to this class are responsible for managing all recreation activities and maintenance operations at a large multiple-use regional park or the Natural Areas Division. Therefore, upward reclassifications are recommended.

PROBATION DEPARTMENT

Number of Positions	Present Classification and Salary	Classification Findings and Salary
1	Senior Probation Director S12 Non-Represented	Bureau Chief, Probation S14 Non-Represented

The subject Senior Probation Director position reports to the Chief Deputy Probation Officer and is assigned to the Quality Assurance Service Bureau where it provides management oversight over departmental program development, strategic planning, contract monitoring, and staff training and development with each function housed in a separate office (i.e., Program Evaluation Office, Strategic Planning Office, Contract Monitoring Office, and Training and Learning Development Services).

The aforementioned responsibilities are consistent with the Bureau Chief, Probation classification standards in which positions have responsibility for directing, managing, and evaluating department-wide goals and objectives, programs, and policies to improve program operations and the provision of department services. Therefore, upward reclassification is recommended.

DEPARTMENT OF PUBLIC WORKS

Number of Positions	Present Classification and Salary	Classification Findings and Salary
1	Assistant Deputy Director, Public Works N23 S15 Non-Represented	Departmental Chief Information Officer II N23 S14 Non-Represented
1	Administrative Services Manager II NN 94A Non-Represented	Head Departmental Civil Service Representative NN 99A Non-Represented
1	Assistant Superintendent of Building 107L Non-Represented	Principal Engineer 110J Non-Represented
1	Superintendent of Building, Public Works N23 S15 Non-Represented	Assistant Deputy Director, Public Works N23 S15 Non-Represented

The subject Assistant Deputy Director reports to the Assistant Director, Administration, Public Works (UC) and provides information technology (IT) services and procurement for a user base that is comprised of over 4,000 departmental employees. The position manages a budget exceeding \$44 million and monitors complex information systems which include flood control, building construction and regulations, environmental requirements, and road conditions for the greater Los Angeles County area.

The position meets the allocation criteria for Departmental Chief Information Officer II, a class which is responsible for ensuring the continuous delivery and operation of integrated business and administrative information systems through management of multiple information and communication systems and projects. Therefore, downward reclassification is recommended.

The subject Administrative Services Manager II is assigned to the Human Resources Division, Advocacy Unit and reports to a Chief, Administrative Operations, Public Works. The position is responsible for supervising five (5) Departmental Civil Service Representatives, one (1) Departmental Personnel Assistant, and one (1) Intermediate Stenographer to ensure reasonableness, consistency, and timeliness of the department's Discipline Program which includes overseeing all investigations conducted; reviewing all recommendations for corrective actions; providing training to the technical staff on current and applicable employment and labor law; developing, reviewing and implementing departmental disciplinary guidelines; advising staff during the development of all Civil Service/Employee Relations Commission case theories; providing consultation to all levels of supervision and management on disciplinary issues; and developing and implementing Disciplinary and Performance Management training programs for departmental supervisors and managers. In addition, the subject position is responsible for preparing and presenting selected sensitive and/or complex cases before the Civil Service Commission and the Employee Relations Commission.

The scope of the responsibilities assigned to this position meets the Head Departmental Civil Service Representative allocation criteria to supervise staff responsible for serving as departmental advocates before the Civil Service Commission. Therefore, an upward reclassification to Head Departmental Civil Service Representative is recommended.

The Assistant Superintendent of Building position is assigned to the Building and Safety Division and reports to the Superintendent of Building, Public Works. Although the duties of this class were incorporated into the Principal Engineer class specification in conjunction with the March 2001 Registered Engineering Study, the position was not reclassified at that time. This recommendation will formally reclassify the subject position upward. Once the reclassification is approved and the class is vacated, we will proceed to delete the Assistant Superintendent of Building classification from the County's Classification Plan.

The subject Superintendent of Building, Public Works position is also assigned to the Building and Safety Division where it reports to the Deputy Director, Public Works. Although the duties of this class were incorporated into the Assistant Deputy Director, Public Works class specification in conjunction with the March 2001 Registered Engineering Study this position was also not reclassified at that time. This recommendation will formally reclassify the subject position laterally. As with the Assistant Superintendent of Building, this classification will also be deleted once vacated.

ATTACHMENT C

**RECOMMENDED RECLASSIFICATIONS FOR
CLERK AND TYPIST-CLERK CLASSES
(All positions are "A" items unless otherwise indicated)**

Department	No of Pos.	Present Classification	No of Pos.	Classification Findings
Consumer Affairs	1	Clerk (N3NV 49B)	1	Intermediate Clerk (NNV 59J)
	1	Typist-Clerk (N3NV 52G)	1	Intermediate Typist-Clerk (NNV 60H)
Coroner	6	Clerk (N3NV 49B)	6	Intermediate Clerk (NNV 59J)
Children and Family Services	11	Clerk (N3NV 49B)	11	Intermediate Clerk (NNV 59J)
District Attorney's Office	10	Clerk (N3NV 49B)	10	Intermediate Clerk (NNV 59J)
	2	Typist-Clerk (N3NV 52G)	2	Intermediate Typist-Clerk (NNV 60H)
Fire Department – Administrative	10	Clerk (N3NV 49B)	10	Intermediate Clerk (NNV 59J)
Fire Department – Services	1	Clerk (N3NV 49B)	1	Intermediate Clerk (NNV 59J)
Health Services – Administration	6	Clerk (N3NV 49B)	6	Intermediate Clerk (NNV 59J)
Health Services – Coastal Cluster	8	Clerk "A" (N3NV 49B)	8	Intermediate Clerk "A" (NNV 59J)
	1	Clerk "O" (N3NV 49B)	1	Intermediate Clerk "O" (NNV 59J)
Health Services - Northeast Cluster	28	Clerk (N3NV 49B)	28	Intermediate Clerk (NNV 59J)
	5	Typist-Clerk (N3NV 52G)	5	Intermediate Typist-Clerk (NNV 60H)
Health Services - Rancho Los Amigos National Rehab Center	1	Typist-Clerk (N3NV 52G)	1	Intermediate Typist-Clerk (NNV 60H)
Health Services – San Fernando Valley Cluster	14	Clerk (N3NV 49B)	14	Intermediate Clerk (NNV 59J)
	11	Typist-Clerk (N3NV 52G)	11	Intermediate Typist-Clerk (NNV 60H)

Department	No of Pos.	Present Classification	No of Pos.	Classification Findings
Health Services – Southwest Cluster	19	Clerk (N3NV 49B)	19	Intermediate Clerk (NNV 59J)
	1	Typist-Clerk (N3NV 52G)	1	Intermediate Typist-Clerk (NNV 60H)
Probation - Support Services	3	Typist-Clerk (N3NV 52G)	3	Intermediate Typist-Clerk (NNV 60H)
Public Health – Public Health Services	1	Clerk (N3NV 49B)	1	Intermediate Clerk (NNV 59J)
Public Health – Antelope Valley Rehabilitation	1	Clerk (N3NV 49B)	1	Intermediate Clerk (NNV 59J)
Public Library	1	Typist-Clerk (N3NV 52G)	1	Intermediate Typist-Clerk (NNV 60H)
Public Works	2	Clerk “A” (N3NV 49B)	2	Intermediate Clerk “A” (NNV 59J)
	1	Clerk “F” (N3NV 49B)	1	Intermediate Clerk “F” (NNV 59J)
	1	Clerk “O” (N3NV 49B)	1	Intermediate Clerk “O” (NNV 59J)
	6	Typist-Clerk “A” (N3NV 52G)	6	Intermediate Typist-Clerk “A” (NNV 60H)
	4	Typist-Clerk “F” (N3NV 52G)	4	Intermediate Typist-Clerk “F” (NNV 60H)
Registrar-Recorder/ County Clerk	109	Clerk “A” (N3NV 49B)	57	Intermediate Clerk “A” (NNV 59J)
			52	Intermediate Typist-Clerk “A” (NNV 60H)
	1240	Clerk “E” (N3NV 49B)	1240	Intermediate Clerk “E” (NNV 59J)
	3	Typist-Clerk “A” (N3NV 52G)	3	Intermediate Typist-Clerk “A” (NNV 60H)
	1	Typist-Clerk “C” (N3NV 52G)	1	Intermediate Typist-Clerk “C” (NNV 60H)
Sheriff— Administration	3	Clerk (N3NV 49B)	3	Intermediate Clerk (NNV 59J)
Sheriff—Custody	2	Clerk (N3NV 49B)	2	Intermediate Clerk (NNV 59J)

Department	No of Pos.	Present Classification	No of Pos.	Classification Findings
Sheriff—Patrol	3	Clerk (N3NV 49B)	3	Intermediate Clerk (NNV 59J)
Treasurer and Tax Collector	28	Clerk "A" (N3NV 49B)	28	Intermediate Clerk "A" (NNV 59J)
	120	Clerk "E" (N3NV 49B)	120	Intermediate Clerk "E" (NNV 59J)
Total	1,665			